

# AGENDA

**POLK COUNTY FAIR BOARD  
REGULAR MEETING  
January 19, 2017  
8:00am – 10:00am  
MEETING ROOM #2**

**A. MEETING CALLED TO ORDER**

**B. ADOPTION OF CONSENT AGENDA**

**C. APPROVAL OF MINUTES** – No December meeting

**D. PUBLIC/TENANT/PARTNER COMMENTS** – (Maximum 3 min.)

**E. CORRESPONDANCE/ANNOUNCEMENTS**

**F. LIAISON REPORTS**

**G. FINANCIAL REPORT.**

**1. Monthly budget review.**

a. Review revenues and expenditures

**H. MANAGERS REPORT.**

**Maintenance & Repairs** – Jack – generator, caretaker residence, Building D

**Events & building usage** – Craft Festival, Guns Show, Flea Market report, Silver Falls Kennel Club, Critter Campus, PCLA Annual Meeting, 4-H Livestock workshop.

**Dept. Head Meeting** - None

**Safety report** – Safety inspection was done January 10<sup>th</sup>

**I. OLD BUSINESS.**

Extension update

Catering & Concession RFP

Fair Board elections and committee appointments

Employee agreements

2017 Fair

**J. NEW BUSINESS.**

Work session agenda & packet review

Agenda restructure

Preferred Coffee Vendor

OFEA Conference

Event Audit

**K. ADD ONS**

**L. THE FAIR BOARD WILL MEET IN EXECUTIVE SESSION PURSUANT TO ORS 192.660**

**M. ADJOURNMENT**